

# EXECUTIVE SECRETARIAT

## Routing Slip

| TO:      |           | ACTION         | INFO | DATE | INITIAL |
|----------|-----------|----------------|------|------|---------|
| 1        | DCI       |                | X    |      |         |
| 2        | DDCI      |                | X    |      |         |
| 3        | EXDIR     |                | X    |      |         |
| 4        | D/ICS     |                |      |      |         |
| 5        | DDI       |                |      |      |         |
| 6        | DDA       |                |      |      |         |
| 7        | DDO       |                |      |      |         |
| 8        | DDS&T     |                |      |      |         |
| 9        | Chm/NIC   |                |      |      |         |
| 10       | GC        |                |      |      |         |
| 11       | IG        |                |      |      |         |
| 12       | Compt     |                |      |      |         |
| 13       | D/EEO     |                |      |      |         |
| 14       | D/Pers    |                |      |      |         |
| 15       | D/OEA     | X              |      |      |         |
| 16       | C/PAD/OEA |                |      |      |         |
| 17       | SA/IA     |                |      |      |         |
| 18       | AO/DCI    |                |      |      |         |
| 19       | C/IPD/OIS |                |      |      |         |
| 20       | ES        |                | X    |      |         |
| 21       |           |                |      |      |         |
| 22       |           |                |      |      |         |
| SUSPENSE |           | 6 June<br>Date |      |      |         |

Remarks:

D/Executive Secretary

3 June 83

Date


Executive Registry

83-2876

3 June 1983

MEMORANDUM FOR: Director of External Affairs  
FROM: Director of Central Intelligence  
SUBJECT: Leaks

Can you give me a writeup of our procedures on press contacts in this Agency--who is authorized to talk, under what circumstances, presence of public information officer, publication officer to keep notes of subjects discussed, etc. What is our role now and what should it be to properly protect sources and methods. I need this to talk to other departments of government on sources and methods.

  
William J. Casey

SECRET

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